

**Swing Executive Board Meeting  
Wytheville Public Library  
January 9, 2009**

**MINUTES**

**Members present:** Lorraine Abraham (Emory & Henry College), Amy Bond (Lonesome Pine Regional Library), Brenda Collins (Carroll County High School), Cathy Hanshew (Business Manager), Jody Hanshew (Emory & Henry College), Pat Hatfield (Smith Bland Regional Library), Kelly McBride (Russell County Public Library), Carolea Newsome (UVA-Wise), Dot Ogburn (Pulaski County Public Library-retired), Julie Roberson (King College), Naydine Shenk (New River Community College), Sandy Smith (New River Community College), Barbara Stepp (Blacksburg High School Library)

**Call to order:** The meeting was called to order by President Kelly McBride at 10:00 a.m.

**Minutes:** The minutes from the August 8, 2008 meeting were approved (*motion by Brenda Collins, second by Sandy Smith*)

**Financial Report:** Cathy Hanshew reported that the checking account has \$5,706.86, the savings account has \$12,207.43, the CD balance on our renewed CD is \$10,131.25 (as of today; this one is at 3.25% until September 2009), and the CD balance on the new CD is \$10,181.23 (as of today; this one is at 4.5% until February 15, 2012). The total amount is \$38,236.77. *A motion was made to accept the report and was approved (motion by Brenda Collins, second by Lorraine Abraham)*

### **Committee Reports**

**Children's/Young Adult Services:** Chair Carlene Poole was not present, but she did notify Kelly that their group will be meeting on January 23, 2009 in Grayson County. (Their regular meetings are in the first month of each quarterly, always on the fourth Friday). Since Carlene will be retiring and their secretary does not want to continue in her position, both of those positions will be open, so people should be looking for candidates to fill them.

**Continuing Education Programs:** (chairs Dot Ogburn & Julie Roberson) Dot reported that the survey was completed (replies came from 9 public, 5 academic and 3 school libraries). Program ideas that were suggested were: reference, program planning, budgeting, accounting for librarians, personnel type issues, cataloging (beginning/basics), technology, 2007 VISTA, gaming, marketing, and safety issues. The group discussed the effect the current economic problems are having on everyone and it was suggested that we consider saving travel (& food) costs by having webinars. The Library of Virginia offers some but no one knew what is available. Dot and Julie will explore those possibilities.

**Contracts:** Carolea Newsome reported that after much work, the RFP will be released on January 15<sup>th</sup>. Susan Fauver at the Library of Virginia will release it under their auspices with SWING's name on it. It will still have to be approved (?) by someone at the Department of General Services. The due date for vendors to turn everything in is February 28, 2009. Carolea asked for volunteers for a committee to help her evaluate the information and Amy Bond and Lorraine Abraham agreed to assist her with that.

As for the contracts for the community colleges, Sandy Smith reported that all of the colleges seem to be doing things differently, according to how individuals at each campus interpret the "rules". She can notify people at the community colleges of the progress SWING is making on contracts. She will be in touch with Carolea for information on this.

**Membership:** Cathy Hanshew said that we had 119 members during 2007-2008 and that number is down slightly to 104 for 2008-2009. We have 4 new members and 19 who did not rejoin (mostly community colleges).

**Scholarship:** Barbara Stepp reported that there were two candidates who applied for scholarships and each was awarded \$500.

**Legislative:** Janis Augustine was not present because she is attending the Roanoke hearing today. Brenda Collins had been to one of the hearings and gave a report. She said that it was very well attended and there were many people there to request that their budgets not be cut. It seemed that some of the budget cuts were disproportionate. She said that there were members from both the House and Senate there, and that she got the impression that the Governor's plan will probably "not fly" as it is currently proposed. It was mentioned that the loss of local funds may hurt libraries more.

**Web Page:** Jody Hanshew reported. He will add the approved minutes to the web page and will also put up information about the SWING youth positions that will be open. There seems to be some problem with the listserv and he will look into that.

**Other (501c3 status):** Pat Hatfield reported that we are still waiting to hear on this. The paperwork was submitted in mid-November, so she is hoping we will hear something on it by March, or by the spring meeting.

### **Unfinished Business**

**Contracts:** Setting up a committee to evaluate the RFP submissions was taken care of earlier. At the spring meeting, this will be approved or disapproved. Contracts should be able to go into effect on July 1, 2009.

**VLA Conference:** Kelly reported that there was a very small group in attendance at the meeting at VLA (no minutes yet). The group talked about possibly holding the fall meeting somewhere else. If a good program was offered, we might have better

attendance. (Travel costs are keeping a lot of people from attending VLA). The VLA Conference for this year will be on October 29 and 30 and will be in Williamsburg again. Kelly also mentioned that the ALA's division of AASL (American Association of School Librarians) will be holding their national conference in Charlotte this year (Nov. 5-11).

**Nominating Committee:** since Kelly will be ending her term as president and Lorraine will be moving from vice president to that position, there will be an opening for a new vice president. The group was not sure which other positions will be open but will determine that before the spring meeting. Kelly said she would work on the Nominating Committee and Barbara Stepp agreed to help her.

**Spring meeting date and location:** tentative plans are to hold the meeting on April 24, 2009 at the Crossroads Institute in Galax. "Fallback dates" are April 3 or 17 and another possible location would be Emory & Henry College. Dot will check on this. We talked about having Trish Fore (of Galax) do a program, or contacting the woman who teaches Appalachian Studies for Wytheville Community College.

It was noted that an email exchange by the Committee was made on November 12, 2008 with a motion that: "relatives of members of the selection committee or officers or directors are ineligible for SWING scholarships". This was necessary as part of the application for SWING's 501c3 application. *The motion was made by Pat Hatfield, seconded by Steve Vest and committee members voted by email to approve the motion.*

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Naydine Shenk, Secretary